

MEMORANDUM

Park and Recreation Department
Adaptive Recreation Division
201 4th Street SE #150
Rochester, MN 55904

TO: Parents/Guardians, and Support Staff

FROM: Karen Meyer, Coordinator for Adaptive Recreation

DATE: September 25, 2007

SUBJECT: Participant Profile Form

Enclosed you'll find a copy of the **Adaptive Recreation Participant Profile Form** in which we ask you to complete in order for Park & Recreation Staff to use to become better familiar with your child/adult/consumer and to aid staff in better addressing any special needs they have while at activities with us. All information provided should be as accurate and complete as possible. Profiles will be kept on file for up to one year.

Please take just a moment to complete the form and **return it on OR before Friday, October 5** in the self-addressed/stamped envelope provided. If at all possible please include a picture or a photo copy of a picture. This is very beneficial to the staff when reviewing profiles.

If you have any questions or concerns about the form, feel free to contact me at (507) 329-2539.

Thank you!

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